

The Iowa Council on Homelessness

DRAFT MINUTES

CONTINUUM OF CARE COMMITTEE

Tuesday, April 12, 2016, 10:30 AM

Location: the Iowa Finance Authority

Address: 2015 Grand Avenue, Des Moines, Iowa 50312

A meeting of the continuum of care Committee was held on April 12, 2016. The following voting members were present: Benne, Beilke-McCallum, Brown, Lauterbach, Wilson. A quorum was established.

APPROVAL OF AGENDA

On motion by Mr. Lauterbach and seconded by Mr. Benne, the agenda for the April 12, 2016, Continuum of Care Committee were unanimously approved.

APPROVAL OF MINUTES

On motion by Mr. Beilke-McCallum and seconded by Ms. Brown, the minutes of the last two meetings were approved.

SITE VISITS

Mr. Beilke-McCallum, Ms. Brown and Mr. Wilson agreed to meet to discuss site visits further at Grounds For Celebration in Beverdale on April 28th at 10:30 AM.

REVIEW OF CONTINUUM OF CARE RENEWAL APPLICATION

Mr. Wilson reminded everyone that at the January meeting, the committee voted to maintain the same schedule as 2015, recognizing that dates can change a little, but it was basically to get an early announcement out and have applications submitted, scored and published. When the final announcement comes from HUD, any adjustments needed and the appeals process would kick in and it would go into the consolidated application for the Balance of State. Upon further discussion about the timeline, it was decided that IFA would draft an updated renewal project application taking into account the feedback from Last year plus any recent comments. Ms. Lewis explained this is something of a “pre-application” and when HUD opens the competition, there will be less of a gap. It could be put out for public comment as of today and get a draft out in the next few days so they have something to comment on.

Mr. Wilson stated that May 10th is the next meeting and that is when we should be looking for a final version, then a schedule could be set. The Executive committee meets Friday, April 15th and they could approve the plan, then at the next council meeting on May 20th, we could ask for approval of the final draft. By then we will have an updated time table as part of the application process.

May 6th is the deadline for public comments. At the next COC Committee meeting on May 10th, we can review the actual plan and forward it to the Council for approval at the May 20th council meeting.

Mr. Wilson suggested opening up the discussion about possible additional items to put into the application.

One suggested additional item to put into the application is a technical HMIS question that came from Gary Wickersham at the Institute for Community Alliances. He would like to have the actual name of the project that is funded.

Another suggestion that came out of the evaluation was that it would be interesting if applicants could put down the cost per person, recognizing it's not just dollars. Maybe use check boxes for questions such as, is this counseling or is this housing. As an example, the cost of a case manager vs. brand new construction is going to be very different costs per person. It would be a good exercise for the applicant to go through and reviewers would have an opportunity to look at those numbers. Ms. Lewis stated question #11 asks about service costs per person.

Mr. Lauterbach mentioned that in a previous meeting, it was reported that people were reporting one thing on the application that got them points from HUD, but on the Housing Inventory Count, things did not match up. Ms. Lewis stated that one way to handle that is to ask what is listed on the Housing Inventory Chart as one of the questions in the chronically homeless section.

Ms. Fisher pointed out that for Question #6, it is asking for a written description, but these are yes or no questions.

Another question she found to be confusing was about leveraging, question 19. Perhaps it should be changed to one point for a certain amount of leverage, 2 points for more and on for 3 points. People should get as much leverage as they can.

Mr. Beilke-McCallum suggested taking leverage out, as a lot of grantees applying do not understand and struggle to actually complete the application.

Mr. Lauterbach feels, as a reviewer, the leverage tells him the community is on board with the project if they have other sources of funds coming in.

Mr. Wilson stated this should be another lower case alphabet letter under #4 or #6.

Ms. Lewis stated there were a couple of other problematic questions last year. One was #16, Grant Monitoring. If the project did not get monitored last year, they did not get points. It may be from no fault of theirs that they didn't get monitored. Should it be taken out or re-worded? Mr. Beilke-McCallum recalled that programs that were not monitored lost points because they put down N/A for Not Applicable. If they said they were not monitored, they got points, but N/A didn't get them points. That should be made clear to scorers.

Another one that needs clarified was about spending history, #20. We ask did your project spend all the funds. A project said yes, we expended all funds, and then they did not get full points. We need to be more explicit and ask them to explain more fully.

Ms. Lewis offered as part of the drafting to go to back through all the appeal letters and try to change the language and if there are areas we are not sure about, we can call those out when we are drafting our request for feedback in comments.

Mr. Lauterbach suggested that questions 16 – 20 could be check off boxes that should be weighted in some fashion. As an example, if they said no - never been monitored, then no points taken off or yes, we were monitored and the results were xyz, and then deduct some points. He is concerned about those organizations that HUD has concerns with.

Ms. Lewis suggested a time line if the application officially opens on May 20th as follows:

May 20, 2016 - - Application opens

June 24, 2016 - - Application closed

June 27, 2016 - - Review Period starts, need to identify potential reviewers

July 12, 2016 - - COC Committee meets and makes recommendation to Executive Committee

July 15, 2016 - - Council meeting

Ms. Fisher asked about re-allocating Transitional Housing to Rapid Rehousing. Ms. Lewis explained that if their new application is not funded, they would submit a renewal application like anyone else. It all takes place later. They were initially scored as a renewal. Mr. Beilke-McCallum felt this might be something that we want feedback on because this might be a year there is more desire to re-allocate funds. It would be helpful to know if folks are going to reallocate now. Maybe there should be bonus points for re-allocating. It's simple to add 10 points, or re-score the application entirely and re-rank it. Ms. Lewis suggested putting this out for comments.

RECENT HUD COC REGIONAL TECHNICAL ASSISTANCE CALLS

Ms. Lewis stated there have been three or so calls, and she has been forwarding them on to Mr. Wilson, Mr. Walker and all COC Grantees. If anyone else wants to receive the e-mails, let her know.

In the last call, it was pointed out that we should move in the direction of monitoring the COC Grantees. We are not required to now, but it does lend support to the idea of going out there and doing site visits and adding in the component of questions.

Mr. Lauterbach suggested that it might be helpful to those agencies if people from this committee were assigned as liaisons to different agencies. They would have someone to contact and ask a question of.

OLD BUSINESS

The Appeals policy was approved with corrections, we need the draft from John. Maybe we can piece it together.

Mr. Beilke-McCallum made a motion to recommend the proposed timeline to the Executive Committee, seconded by Mr. Lauterbach

PUBLIC COMMENT

None

ADJOURN

On a motion by Mr Lauterbach and seconded by Mr Benne, the April 12, 2016 meeting of the Continuum of Care Committee was adjourned. The next meeting of the Committee is planned for Tuesday, May 10, 2016

Voting Members Present

1. Steven Benne, Iowa Economic Development Authority
2. Zeb Beilke-McCallum, Iowa Coalition against Domestic Violence
3. Anne Brown, Iowa Department of Corrections
4. Dennis Lauterbach, Lutheran Services of Iowa
5. Tim Wilson (Chair, COC Committee), Home Forward Iowa

Others Present

1. Mariliegh Fisher – Community Housing Initiatives
- 2 Pam Eggers – YWCA Clinton
3. Amber Lewis – Iowa Finance Authority
4. Judy Hartman – Iowa Finance Authority